

# TIPPECANOE COUNTY COUNCIL

## MEETING MINUTES

TUESDAY, July 14, 2020

8:30 a.m.

Tippecanoe Room, Tippecanoe County Office Building  
20 N 3rd Street, Lafayette, Indiana

**Councilmembers present:** President Kevin Underwood, Vice President John Basham, Jody Hamilton, Ben Murray, Kathy Vernon, and Roland Winger. Attending Virtually: Lisa Dullum.

**Others present:** Attorney Doug Masson, Auditor Robert A. Plantenga, and Recording Secretary Jennifer Wafford.

### I. Call to Order and Pledge of Allegiance

President Underwood called the meeting to order and led the Pledge of Allegiance.

### II. Auditor's Financial Report – Bob Plantenga

The 2020 financial statement shows a General Fund beginning cash balance of \$12,329,109. The projected miscellaneous revenue, property taxes, and deductions for circuit breakers leave the total funds available of \$62,084,666. After deducting encumbrances, the 2020 Budget, and minimum balances established by Council, the beginning net balance is \$1,800,784. So far, in 2020, there have been approved appropriations of \$70,000, making the balance available for appropriations \$1,730,784.

The Revenue Report highlights: The Property Taxes (0100) shows that 49.3% of property taxes have been received as of the end of June. The extension of the Spring Tax Payment Due date to pay taxes without penalty expired on July 10<sup>th</sup>. The License Excise Tax (0130) is showing a balance of \$1,197,491.61 as of the end of June. The fund receives distributions every 6 months, and 52.1% of what was expected has been received. The Exam of Records Reimbursement (0299) is where the State Board of Accounts is paid from when completing audits for any governmental entity in the County. The County pays the audit expense and is reimbursed at settlement time for the expense. As of the end of June, \$92,823 has been received. Overall, 51.4% of the General Fund Revenue estimate has been received as of June 30<sup>th</sup>.

The fund balances show: The General Fund (1000) was at \$12,050,730.26 at the end of June, which is above the minimum balance for this fund. This fund had \$16,501,612.90 in receipts for June, most of which came from property tax payments. The Cumulative Bridge Fund (1135) had \$1,432,633.78 in receipts for June as a result of property tax payments. The next substantial revenue increase for this fund will be around December with the next round of tax payments. The Cumulative Capital Development Fund (1138) is showing a balance of \$913,075.47, and this will be a fund of concern to review at budget hearings. The Major Bridge Fund (1171) is showing a balance of \$2,754,604.64 at the end of June. This fund is being built up to cover any repairs that may arise for a Major Bridge. The Reassessment Fund (1188) is showing a balance of \$227,220.68, which is above the minimum balance. The Debt Service Jail Lease Fund (4620) show's receipts of \$425,762.88 and a jail lease payment of \$582,500.00. This leaves a balance in the account of \$467,085.76. The County Self Insurance fund (4710) is showing a balance of \$9.9 million, which is an increase from May's ending balance. The Construction FG 2018 LIT REV Fund (4818) this is where the money from Bond issuance for the Fairgrounds project was deposited. This fund currently shows a balance of \$10,678,135.02. The Project (Revolving) Fund (4880) is showing a balance of \$1,376,623.40, and is the account where the TIF money is deposited.

### III. Treasurer's Report – Jennifer Weston

The Account Balances and Interest Rates report was distributed and show an account balance of \$120,957,878.15, with June having a total interest of \$80,515.92. The amount includes property taxes that were still being received after the settlement distribution had been completed. The deadline to waive penalties on late payments from Governor Holcomb was July 10<sup>th</sup>, 2020. The property tax collection rate at the time of settlement being completed was 82%. The property tax collection rate as of July 13<sup>th</sup>, 2020, was 97%. Currently, the fall property tax collection rate is at 11%, which is higher than usual. Due to property tax settlement, the interest shown on the distribution list is higher for than normal for the funds listed. As of the end of June, 65.6% of the revised budget has been received for interest earnings. Compared to the 65.9% received in June of last year, the revised budget of \$825,000 appears to be an accurate projection for 2020.

### IV. Public Comment on Agenda Items - None

### V. Resolution 2020-20-CL, Confirmatory Resolution for Designation of ERA- Dormie, LLC

#### *Dormie, LLC (SB-1 / Real Property)*

- Councilmember Vernon moved to approve Resolution 2020-20-CL, as presented, second by Councilmember Hamilton. Motion carried.

Attorney Masson advised that this Confirmatory Resolution was the final step for the Council to grant the tax abatement to Dormie, LLC. The Council heard the Declaratory Resolution at the meeting in June and passed that resolution. The County Commissioners listened to the Declaratory Resolution at the 2<sup>nd</sup> Commissioners Meeting in June and approved the resolution. Attorney Dan Teder (attending virtually), representing the petitioner, requesting approval for this Confirmatory Resolution, considering the first two preliminary resolutions for this application have been approved.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried, with a virtual no vote from Councilmember Dullum.

### VI. Compliance with Statement of Benefits for:

#### A. American Fibertech Corp. (CF-1/Real Property) (2)

- Councilmember Hamilton moved to approve both American Fibertech Corp's Real Property Compliance Reports as presented, second by Councilmember Winger. Motion carried with a virtual yes vote from Councilmember Dullum.

#### B. American Fibertech Corp. (CF-1/Personal Property) (2).

- Councilmember Hamilton moved to approve both American Fibertech Corp's Personal Property Compliance Reports as presented, second by Councilmember Vernon. Motion carried with a virtual yes vote from Councilmember Dullum.

#### C. Voestalpine Rotec, Inc. (CF-1/Real Property).

- Councilmember Hamilton moved to approve Voestalpine Rotec, Inc's Real Property Compliance Reports as presented, second by Councilmember Vernon. Motion carried with a virtual yes vote from Councilmember Dullum.

#### D. Voestalpine Rotec, Inc. (CF-1/Personal Property).

- Councilmember Hamilton moved to approve Voestalpine Rotec, Inc's Personal Property Compliance Reports as presented, second by Councilmember Vernon. Motion carried with a virtual yes vote from Councilmember Dullum.

#### E. Wildcat Creek Partners LLC (CF-1/Real Property) (2).

- Councilmember Hamilton moved to approve both Wildcat Creek Partners LLC's Real Property Compliance Reports as presented, second by Councilmember Vernon. Motion carried with a virtual yes vote from Councilmember Dullum.

**F. Ludo Fact USA, LLC.** (CF-1/Personal Property).

- Councilmember Hamilton moved to approve both Voestalpine Real and Personal Property Compliance Reports as presented, second by Councilmember Vernon. Motion carried with a virtual yes vote from Councilmember Dullum.

**VII. Consent Agenda**

- Councilmember Murray moved to approve the consent agenda as distributed, second by Councilmember Winger. Motion carried.

**A. Approval of Meeting Minutes** from June 9, 2020**B. Maintenance – CCD Fund 1138**

Transfer	\$ 35,000	R&M / Buildings & Property to R&M / Building Materials
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**C. WIC – WIC FF20 Grant Fund 8880**

Transfer	\$ 2,500	Salaries / Part Time to Office Supplies
	\$ 2,500	Salaries / Part Time to Institutional or Medical Supplies
	\$ 4,000	Salaries / Part Time to Educational Materials
	\$ 327	Salaries / Part Time to Other Operating Supplies
	\$ 173	Social Security to Other Operating Supplies
	\$ 300	Social Security to Communications
	\$ 300	Social Security to Utilities

**D. Commissioners – LIT Eco Dev Fund 1112**

Transfer	\$ 5,000	Buildings / Housing to Office Supplies/Minor Equipment
	\$ 20,000	Buildings / Housing to Other Supplies / Non-Specified

**E. Health – Immunization Grant Fund 8464 / SF20**

Transfer	\$ 3,000	Salaries / Part Time
	\$ 250	Social Security
	\$ 800	Office Supplies / General to Other Professional Services

**F. Health – HPP/PHEP Grant Fund 8476 / FY20**

Transfer	\$ 468	Utilities to Institutional or Medical Supplies
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**G. Prosecutor – ICAC Fund 8198 FF18**

Transfer	\$ 4,000	Travel & Training to Minor Equipment
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**H. Health – Khala Hochstedler**

HPP &amp; PHEP Fund 8476 / FY21

Grant Appropriation	\$ 7,875	Other Professional Services
	\$ 10,200	R&M / Minor Equipment
	\$ 7,000	Institutional or Medical Supplies
	\$ 1,200	R&M / Vehicle & Equipment
	\$ 4,230	Garage & Fleet
	\$ 420	Utilities
	\$ 970	Travel & Training

\$ 31,895 *Total Requested*

**I. Commissioner**

BJA / CESF Fund 8902 FY22

Grant Appropriation \$ 58,008 Institutional or Medical Supplies

**VIII. Additional Appropriations:**

**A. Superior Court 2 – Councilmember Winger presented and recommended the approval of:**

1. General Fund 1000

Appropriation \$ 3,800 Health & Medical Professionals

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Murray.

This request is for funding to pay invoices for mental health and competency evaluations due to a recent increase in testing needs.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried with a virtual yes vote from Councilmember Dullum.

**B. Prosecutor – Patrick Harrington presented and recommended the approval of:**

1. FSSA APS Fund 9252 / SF21

Grant Appropriation	\$ 220,692	Salaries / Full Time
	\$ 26,390	Salaries / Part Time
	\$ 18,903	Social Security
	\$ 24,720	PERF / Retirement
	\$ 4,000	Office Supplies
	\$ 4,500	Minor Equipment
	\$ 4,000	Gasoline & Oil
	\$ 13,430	Institutional Care
	\$ 420	Other Professional Services
	\$ 800	Travel & Training
	\$ 2,000	Utilities
	\$ 2,300	R&M / Vehicle & Equipment
	\$ 7,000	Buildings & Property
	\$ 55,500	Health Insurance
	\$ 836	LTD Insurance
	\$ 440	Life Insurance
	<u>\$ 385,931</u>	<i>Total Requested</i>

- Councilmember Winger moved to approve the appropriation as presented, second by Councilmember Murray.

This is the annual Adult Protective Services budget from the state for APS Services. This Grant budget includes wages, benefits, cell phones, office supplies, travel & training, automotive expenses, and emergency services. The appropriation above also includes the salary for a 4<sup>th</sup> APS Investigator. The Grant was approved at the July 6<sup>th</sup> Commissioner meeting, but the new position for the 4<sup>th</sup> APS Investigator position was not created.

Commissioner Brown states that the APS Investigator position was not mentioned at the July 6<sup>th</sup> meeting, and he was not aware of the new position needed when the Grant was approved.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried with a virtual yes vote from Councilmember Dullum.

2. Salary Statement SF20/21 \$ 216,798 APS-SFY 2021 Grant Budget Listed above

- Councilmember Winger moved to approve the appropriation with exception, second by Councilmember Murray.

This is the 2021 Grant Budget for Investigator Salaries in the APS Division of the Prosecutor's office. The Budget was approved except for the new APS Investigator (PAT III) position for the

2021 Budget year. This position will need to go before the Commissioners for approval before the Council can approve a budget and the position filled.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried with a virtual yes vote from Councilmember Dullum.

**C. Sheriff – Terry Ruley presented and recommended the approval of:**

**1. LIT Public Safety Fund 1170**

Appropriation \$ 165,000 Machinery & Equipment / Safety

- Councilmember Vernon moved to approve the appropriation as presented, second by Councilmember Basham.

This is to replace 2 expired Bomb Suits and complete a robot upgrade. For the EOD team at the Sheriff's office to maintain their certification, the FBI requires they have a bomb suit and robot. In 2019, this was listed under the Capital outlay. For this appropriation, the funds are being requested from the LIT Public Safety Fund.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried with a virtual yes vote from Councilmember Dullum.

**D. Highway – Stewart Kline presented and recommended the approval of:**

**1. Rainy Day Fund 1186**

Appropriation \$ 2,500,000 Infrastructure / Road & Streets

- Councilmember Basham moved to approve the appropriation as presented, second by Councilmember Hamilton.

This appropriation is to cover project funding shortfall for multi-year projects where INDOT funding is set and cannot be increased. The Highway Department sees a long term MVH reduction issue that has impacted funding. COVID-19 has also had an impact on reduced MVH funding.

Councilmember Winger asked if there would be additional years where the Council should expect shortfall appropriations in this amount or if the cost changes had been anticipated in the planning stage of these projects.

Councilmember Basham commented on how great the Highway Department was doing in maintaining our roads in the County.

Councilmember Dullum asked if this shortfall could have been predicted earlier in the year. Stewart advised that bids and projects are often awarded between November and January due to pricing advantages, and they could not foresee a revenue decrease based on COVID-19 impact.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried with a virtual yes vote from Councilmember Dullum.

**IX. Committee Reports- None**

**X. Unfinished/New Business**

- 2021 Budget Hearings Begin 08/25/2020 @ 8:30 am / Evening Public Hearing 09/03/2020 @ 6:00 pm  
Auditor Plantenga states that he is working on getting the budget book out to the Council for review.

**XI. Commissioner FYI**

- Commissioner Brown states that the County Fair is starting in a week but that it is not open to the public. Regarding current projects, the Fairgrounds project is set to be completed by July 2021, and the YMCA project is in the works. He also mentioned the mask mandate set forth by Mayor Dennis of West Lafayette. Currently, the Tippecanoe County Commissioners are not planning to enact a mask mandate for the County.

**XII. Resolution 2020-25-CL**

Concerning Appropriating Cares Act Funds

Attorney Masson stated that this Resolution gives the Auditor Authorization to transfer funds from the COVID-19 grant fund to reimburse such other County Funds as have been used to pay eligible

expenses under the CARES Act. With this Resolution, the County Council approves the appropriation from the COVID-19 grant fund in the amounts necessary to complete the reimbursements.

- Councilmember Winger moved to approve the Resolution 2020-25-CL as presented, second by Councilmember Murray.

President Underwood asked if there were any additional questions or comments. Hearing none he called for the vote. Motion carried with a virtual yes vote from Councilmember Dullum.


### XIII. Public Comment


Khala Hochstedler requested permission to create a Part-Time Public Health Communication Agent and fund the position by moving money from Full-Time Salary to this position. She was advised that for a part-time position she did not need permission from Council.

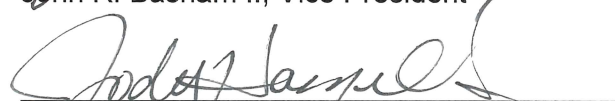
### XIV. ADJOURNMENT


- Councilmember Winger moved to adjourn, and the President adjourned the meeting.

### TIPPECANOE COUNTY COUNCIL

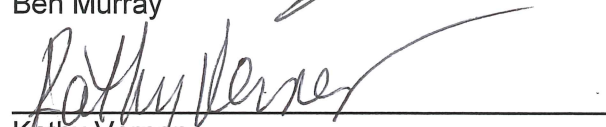
  
Kevin L. Underwood, President

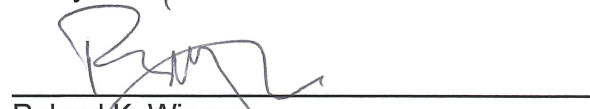
  
John R. Basham II, Vice President

  
Jody Hamilton

  
Lisa Dullum

  
Ben Murray

  
Kathy Vernon

  
Roland K. Winger

ATTEST:

  
Robert A. Plantenga, Auditor 08/11/2020

Minutes prepared by Jennifer Wafford, Recording Secretary